

**SUMMARY OF THE
ACCREDITATION PROCESS COMMITTEE MEETING
SEPTEMBER 12, 2001**

The Accreditation Process Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Wednesday, September 12, 2001 at 1:30 p.m. Eastern Daylight Time (EDT) via teleconference. The meeting was led by Chairperson Gleason Wheatley of the State of Kentucky Department for Environmental Protection. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to discuss agenda items which follow.

INTRODUCTION

Mr. Wheatley called the meeting to order and introduced Anteon Corporation as the new scribe service that is replacing RTI. He then proceeded to briefly discuss an editorial change requested by Jeanne Hankins.

FIELD ACTIVITIES DEFINITIONS

Mr. Wheatley called the committee's attention to an e-mail sent to all members by Bart Simmons regarding proposed changes to Field Activities definitions. After some discussion, it was suggested that these definitions need to be expanded upon.

INTERPRETATION REQUESTED BY FLORIDA

The Committee was asked to review some questions that were posed by one of the certified wastewater laboratories, whose technical director was originally qualified according to NELAC Standards Section 4.1.1.2(a). The issue is whether or not a laboratory in these or similar situations still qualifies for the exceptions to the requirements for technical director qualifications. If not, does the laboratory have to find another technical director or a substitute, or contract out the samples?

1. We have an abnormal event (overflow) in our sanitary sewer system of raw wastewater and our employees grab the samples. Are we able to sample these overflows and report the results to our collections department?

After some discussion, consensus of the group was that this falls within the system, therefore they can test themselves and not have to send the samples out.

2. Our collections department came upon a company that hauls waste from septic tanks, illegally dumping their load directly into a storm drain. The crew grabbed fecal coliform samples and brought them to the wastewater treatment plant for analysis. Are we authorized to run and report these values?

Consensus was that in this case the lab would need to take these samples to another NELAC qualified lab to run the tests, as these samples are from outside of their system, and therefore not part

of their normal duties.

MOBILE LABORATORY ISSUES

Mr. Wheatley opened discussion on Action Item #2 from the June 13, 2001 meeting, regarding clarification on mobile lab issues. The committee is still waiting for Bob Wyeth's report on his research with the Accrediting Authority regarding this issue. Discussion ensued on the differences between field measurements versus mobile labs and what a complete definition of each would be. An outcome of this discussion was that a mobile lab is where a test is done in a controlled environment, whereas field measurements are not done in a controlled environment.

FIELD SAMPLING STANDARDS

It was asked if there were any updates on the completion of these standards, as they are to be published in the Federal Register upon completion. Nick to follow up with Jeanne Hankins regarding this and also New England's newly compiled common sample collection and preservation manual for drinking water samples.

FUTURE TELECONFERENCES

The next teleconference is scheduled for October 10, 2001, at 1:30 p.m., Eastern Daylight Time (EDT).

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:00, EDT.

**ACTION ITEMS
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Item No.	Action	Date to be Completed
1.	Contact Field Activities Committee on mobile laboratories and field measurements issues.	Ongoing
2.	Bob Wyeth to clarify with Accrediting Authority Committee on mobile lab issues related to Section 6.2.2.a).	ASAP
3.	Nicholas Macelletti to contact Jeanne Hankins regarding field sampling standards.	ASAP

**PARTICIPANTS
ACCREDITATION PROCESS COMMITTEE MEETING
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